Assessment of the Institutional Diversity Plans

OVERVIEW OF THE INSTITUTION

This section should provide background information to familiarize the reader with the community where the institution is located, as well as the postsecondary education environment for the service area.

   I.   Introduction
      a. Profile of community where institution is located.
            i.   Demographics of the population.
            ii. Identification of elementary, middle, and high schools in the area.
            iii. Town and gown relationship (community/parent participation).
      b. Background information on the postsecondary institution.
            i.   Profile of the student body.
            ii. Average ACT scores by racial/ethnic group (county, state, national).
            iii. Profile of the workforce.
            iv. Description of how the institutional diversity plan was developed, and who was involved in its development.
            v.   Identification of the institutional mission statement, and definition of diversity.
            vi. Special characteristics of the campus/student body (commuter campus, rural, urban, socioeconomics, etc).

   II.   Please discuss how your Institutional Diversity Plan supports your Institutional Strategic Plan.

   III. Identify specific activities/services/strategies that promote diversity in your plan.

   IV.   The statewide diversity policy requires institutions, at a minimum, to address four areas; institutions also have an opportunity to report on other areas/groups, outside of the four.
      a. Student Body Diversity.
      b. Student Success/Closing the Achievement Gap.
      c. Workforce Diversity.
      d. Campus Climate.
      e. Other Areas (International students, LGBT, socio-economic, veterans, etc).

Briefly discuss those areas that you were required to address in your plan, in addition to identifying other areas/groups that your institution serves (that may not have been included in your plan).

CONCEPTUAL FRAMEWORK

This section should discuss the institutional framework that supports the goals/objectives for each of the four areas: Student Body Diversity, Student Success, Workforce Diversity, and Campus Climate.   The combined data shall then be used to guide each institution to assure that, over a reasonable period of time and within established constitutional parameters, the student body reflects the diversity of the community served.

STUDENT BODY DIVERSITY

    I.   Identify enrollment of the four racial/ethnic groups identified in the policy; if a group is excluded, explain why.
            A. Undergraduate population
            B. Graduate population
    II.   Identify action steps/best practices/strategies to assist the institution in achieving its diverse enrollment targets and goals identified in the institutional plan.
            A. Undergraduate population
            B. Graduate population
    III.   Did your institution achieve its enrollment target/goal identified in the plan, from the base year (2009) in comparison to 2010? If no, please provide justification.
            A. Undergraduate population
            B. Graduate population

STUDENT SUCCESS

    I.   Undergraduate Student Retention
        a. Identify retention of four racial/ethnic groups identified in the policy; if a group is excluded, explain why.
               i. 1ST year to 2ND year (KCTCS ONLY)
              ii. 2ND year to 3RD year
        b. Identify action steps/best practices/strategies to assist the institution in achieving its retention targets and goals identified in the institutional plan.
        c. Did your institution achieve its retention targets/goals identified in the plan, from the base year (2008) in comparison to 2009, and 2009 to 2010? If no, please provide justification.
    II.   Undergraduate Student Graduation Rates (ONLY FOUR-YEAR UNIVERSITIES)
        a. Identify graduation rates for the four racial/ethnic groups identified in the policy; if a group is excluded, explain why.
               i. 1ST year to 2ND year
              ii. 2ND year to 3RD year
         b. Identify action steps/best practices/strategies to assist the institution in achieving its graduation rate targets and goals identified in the institutional plan.
        c. Did your institution achieve its graduation rate targets/goals identified in the plan, from the base year (2009) in comparison to 2010? If no, please provide justification.
    III.   Undergraduate Student Degrees and Credentials Conferred
        a. Identify the degrees/credentials conferred for the four racial/ethnic groups identified in the policy; if a group is excluded, explain why.
        b. Identify action steps/best practices/strategies to assist the institution in achieving its degrees/credentials targets and goals identified in the institutional plan.
        c. Did your institution achieve its degrees/credentials targets and goals identified in the plan, from the base year (2009) in comparison to 2010? If no, please provide justification.
    IV.   Undergraduate Student Transfer from KCTCS to Four-year Institutions
        a. Identify the transfer rates for the four racial/ethnic groups identified in the policy; if a group is excluded, explain why.

    b.   Identify action steps/best practices/strategies to assist the institution in helping students transfer.

V.   Did your institution achieve its transfer targets/goals identified in the plan, from the base year (2009) in comparison to 2010? If no, please provide justification.

WORKFORCE DIVERSITY

I.   Identify the employment, for the following categories, based on the four racial/ethnic groups identified in the policy; if a group is excluded, explain why.
        a.   Admin/Exec/Mgr
        b.   Faculty
        c.   Professional staff

II.   Identify the diverse makeup of full-time employees, for the following categories, by discipline (example, President's Leadership Team, Arts & Science, etc.).
        a.   Admin/Exec/Mgr
        b.   Faculty
        c.   Professional staff

III.   Identify action steps/best practices/strategies to assist the institution in achieving its workforce diversity targets and goals identified in the institutional plan.
        a.   Admin/Exec/Mgr
        b.   Faculty
        c.   Professional staff

IV.   Did your institution achieve its workforce diversity targets/goals identified in the plan, from the base year (2009) in comparison to 2010? If no, please provide justification.
        a.   Admin/Exec/Mgr
        b.   Faculty
        c.   Professional staff

V.   Identify where progress was made, in comparison to the 2009 baseline data. If no progress was made, explain.
        a.   Outstanding efforts to achieve diversity that was attempted, but has not yet proven successful.
        b.   Extraordinary circumstances that precluded success.
        c.   How the institution's revised plans to employ a diverse workforce show
        d.   Promise for future success.

CAMPUS CLIMATE

Campus Environment Team

I.   Please identify the members of the Campus Environment Team.
        a.   Name
        b.   Title/Department

II.   Identify the charge of the CET, purpose, and its goals and objectives.

III.   Describe the strategies implemented through the CET to improve the environment for diverse students, faculty, and professional staff.

IV. Identify measures used by the CET to determine its success/describe the process for the CET establishing its assessment plan.

V. Describe how meetings are publicized. Are they advertised/scheduled regularly and open to allow students, faculty, and professional staff to communicate their concerns? Additionally, are community leaders invited to participate (include a copy of meeting schedule)?

VI. Identify special strategies/best practices implemented in support of the diversity plan.

VII. Discuss whether the strategies/best practices were successful. Should they be modified/discarded?   Why, or why not?.

VIII. Identify specific recommendations reported by the CET to the president and the board of regents/trustees, and the status of the recommendations made.

Comprehensive Assessment of Strategies/Best Practices

I. Please identify best practices/strategies that have been implemented to support your institutional diversity plan, in relation to the campus environment (may provide support information from campus environment surveys, NSSE, etc.).
   a. Student Diversity
   b. Workforce Diversity

Employment, Retention, Promotion

I. Please identify best practices/strategies that have been implemented to support your institution with increasing workforce diversity among the following.
   A. Admin/Exec/Mgr
      i. Employment
      ii. Retention
      iii. Promotion
   B. Faculty
      i. Employment
      ii. Retention
      iii. Promotion
   C. Professional staff
      i. Employment
      ii. Retention
      iii. Promotion

EVIDENCE FOR MEETING THE GOALS/OBJECTIVES IN EACH AREA

This section should discuss the evidence that demonstrates how the goals/objectives are being met for each of the four areas: Student Body Diversity, Student Success, Workforce Diversity, and Campus Climate.

STUDENT BODY DIVERSITY

I. Please provide evidence that supports the enrollment of a diverse student body
   a. Relationship with P-12
   b. Student Enrollment Management

    c.   Student Support Services
    d.   Design, Implementation, and Evaluation of Curriculum and Experiences
    e.   Data Collection, Analysis, Evaluation
    f.   Other

STUDENT SUCCESS

II.   Please provide evidence that supports student success (closing the achievement gap) for a diverse student body
    a.   Academic Resource Centers
    b.   Counseling Services
    c.   Mentoring
    d.   Residence Life/Student Activities
    e.   Writing Center
    f.   Other

WORKFORCE DIVERSITY

III.   Please provide evidence that supports the employment of a diverse workforce
    a.   Commitment from top leadership to employees at all levels
    b.   Environmental Assessment
        i.   Structures in place that support a diverse management system
        ii.   Identification of impediments
        iii.   Institutional values consistent with commitment from top leadership
    c.   Mentoring
        i.   Succession Planning Program
           a.   Recruitment
           b.   Employment
           c.   Retention
    d.   Monitor Results
        i.   Data Collection, Analysis, Evaluation
    e.   Accountability
        i.   Cultural Competence
        ii.   Supportive Work Environment
    f.   Other

CONCLUSION

This section should provide a summary that highlights each of the four areas, Student Body Diversity, Student Success, Workforce Diversity, and Campus Climate, that reiterates progress made, aspirant goals expected to be achieved during future assessment periods, and supportive initiatives that will assist the institutions in increasing enrollment, retention, and graduation rates for a diverse student population, as well as employment of a diverse workforce.